

EMPLOYEE QUALIFICATIONS (CONT'D)

- ☐ The Assisted Living Community ensures that no employees are listed on Kentucky's nurse aide abuse registry

FOOD SERVICES

- ☐ Three meals and snacks are made available seven days a week*
- ☐ Meals and snacks should be nutritionally balanced
- ☐ Special foods may be requested
- ☐ The meal schedule and menus are posted
- ☐ Clients are permitted to dine in their living units

SOCIAL, RECREATIONAL & SPIRITUAL ACTIVITIES

- ☐ There is an activities program that addresses the general preferences of clients*
- ☐ Activities are posted in advance
- ☐ Volunteers and families are encouraged to participate in activities
- ☐ Clients have access to religious activities at their churches or within the Assisted Living Community



FREQUENTLY ASKED QUESTIONS

Can someone help me take my medication?

Yes, to an extent. If you request, employees can assist you in taking your medication. They can remind you to take your medication, read the labels, help open your medication containers, and help store your medication. However, employees cannot touch or give you the actual pills or liquid, give injections, or provide advice about your medication. You must arrange with an outside agency or person for those services, i.e. a pharmacist, doctor, home health agency, another health professional or another qualified person of your choice.

Does Medicare and/or Medicaid pay for services in an Assisted Living Community in Kentucky?

No. Assisted Living Communities in Kentucky are social models and do not provide health services. However, you might qualify for Medicare and/or Medicaid coverage for health care services you are receiving from an outside licensed health care agency.

Do long-term care insurance policies pay for services in Assisted Living Communities?

Some long-term care insurance policies provide coverage for services in Assisted Living Communities. However, because coverage provisions vary, carefully read and compare policies before purchase. For more information, you may contact the Kentucky Department of Insurance at **(502)564-6088** to request a copy of their guide for selecting a long-term care insurance policy, or contact the Kentucky Assisted Living Facilities Association (KALFA) at **(502)225-5201** or toll free at **1-877-905-2001**.

Can someone with Alzheimer's, Dementia or Parkinson's disease live in an Assisted Living Community?

Yes. Some Assisted Living Communities have special program units that accommodate the needs of clients with Alzheimer's, Dementia or Parkinson's. However, individuals would need to meet the client criteria for assisted living. In addition, Assisted Living Communities are required to ensure staff receives specialized training when these services are marketed to the public.

DEPARTMENT FOR AGING AND INDEPENDENT LIVING
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275 E. MAIN ST., 3 W-F
FRANKFORT, KY 40621
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[HTTP://CHFS.KY.GOV/AGENCIES/OS/DAIL/](http://CHFS.KY.GOV/AGENCIES/OS/DAIL/)

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SELECTING AN ASSISTED LIVING COMMUNITY IN KENTUCKY



A Checklist for Consumers

Kentucky Department for Aging and Independent Living (DAIL)

Kentucky law requires annual certification of Assisted Living Communities by the Department for Aging and Independent Living (DAIL), Cabinet for Health and Family Services. KRS 194A.700-729 and 910 KAR 1:240 specify requirements for certification. This information includes some of those requirements as well as other features and issues of interest to prospective clients.



YOUR PERSONAL CHECKLIST...

Choosing an Assisted Living Community that fits your personal preferences and care needs can be a challenging and sometimes overwhelming process. This checklist was designed to assist you as a consumer in identifying a quality residence that meets not only the requirements but also “best practices” of an Assisted Living Community in Kentucky.

An asterisk follows a checklist item that addresses a requirement under Kentucky law or regulation ().*

ASSISTED LIVING COMMUNITY CERTIFICATION

- ☐ The Assisted Living Community has received or applied for Certification by the Department for Aging and Independent Living (DAIL) and information is available for my review*

SERVICES OFFERED BY THE ASSISTED LIVING COMMUNITY

- ☐ Assistance with activities of daily living including bathing, dressing, grooming, mobility assistance, toileting and eating*
- ☐ Assistance with instrumental activities of daily living which includes, but is not limited to, housekeeping, shopping, laundry, chores, transportation and clerical assistance*
- ☐ Three meals and snacks made available each day*
- ☐ Scheduled daily social activities that address my general preferences *
- ☐ Assistance with self-administration of medication*

ATMOSPHERE

- ☐ This is a convenient location
- ☐ The grounds and décor are attractive
- ☐ The employees treat visitors, clients and other employees in a friendly manner
- ☐ Clients socialize with each other and appear happy
- ☐ Visitors are welcome in the Assisted Living Community

COMMUNITY FEATURES

- ☐ Individual living units (i.e. apartments) are at least 200 square feet (exceptions allowed)*
- ☐ Each living unit has a private bathroom (exceptions allowed)*
- ☐ Each living unit has a lockable door*
- ☐ There is a window to the outdoors in each living unit*
- ☐ A telephone jack is available in each living unit*
- ☐ There are provisions for emergency response in each living unit (i.e. pull cord, alarm, etc.)*
- ☐ Each living unit has thermostat control (exceptions allowed)*
- ☐ Access to a laundry facility is provided*
- ☐ Central dining is available*
- ☐ There is a common living room area*
- ☐ Doorways, hallways and living units accommodate wheelchairs and walkers
- ☐ Elevators are available if the Assisted Living Community has more than one story
- ☐ There is a kitchenette with a refrigerator, sink and microwave in each living unit
- ☐ Clients can access shared kitchen space for individual snacks (to the extent allowed by Local Health Department requirements)
- ☐ There is good natural and artificial lighting
- ☐ It is easy to find my way around the community
- ☐ Clients can bring furniture and furnishings
- ☐ It is possible to share a room with a spouse or another individual under mutual agreement

LEASE AGREEMENT

The lease agreement is a contract between the client and the Assisted Living Community. It must be made available to the client for review before signing, and be printed in 12-point type.

Client information must include:

- ☐ An assessment of my ability to perform activities for daily living and instrumental activities of daily living*
- ☐ Emergency contact person's name*
- ☐ Name of responsible party or legal guardian*

- ☐ Attending physician's name*
- ☐ Personal and social preferences*
- ☐ Advance directive if I choose*
- ☐ Other information that would help meet my needs*

Other information required:

- ☐ Policy regarding termination of the lease agreement*
- ☐ Terms of occupancy*
- ☐ General services and fee structure*
- ☐ Information about specific services provided, description of the living unit and fees*
- ☐ Minimum 30-day notice for a change in fees*
- ☐ Minimum 30-day move-out notice for nonpayment*
- ☐ Assistance in finding appropriate living arrangements prior to actual move-out date*
- ☐ Refund and cancellation policies*
- ☐ Description of any special programming, staffing or training*
- ☐ Other community rights, policies, practices and procedures*
- ☐ Written policies about contracting or arranging to receive additional services from an outside agency or individual*
- ☐ Grievance policies related to complaints*

EMPLOYEE QUALIFICATIONS AND REQUIREMENTS

- ☐ The Assisted Living Community has a designated manager with management or administrative ability*
- ☐ There is sufficient staff to meet the 24-hour scheduled and unscheduled needs of clients*
- ☐ Criminal records checks are applied for within seven days of hire on all employees*
- ☐ Employee orientation and in-service education is completed within 90 days of employment*
- ☐ No employee who has an active communicable disease is permitted to work*